



**Job Vacancy:** Falcons Community Development Officer

**Salary:** £ Competitive

**Hours Required:** Permanent Contract 37.5 hours per week (includes evenings and weekends)

**Reporting to:** Falcons Community Senior Development Officer

**Based at:** Office based at Kingston Park Stadium, however community based work will be required across the region (North East & Cumbria).

Newcastle Rugby Foundation is the official charitable arm of Newcastle Falcons professional rugby team. Our purpose is to make rugby the positive difference that changes lives for good.

**Purpose of the role:**

- To engage participants through delivering rugby themed activities, providing them with a positive experience that changes lives for good.
- To support the growth of rugby across the north east and Cumbria through working with our coaching team to help deliver the over-arching purpose of the Newcastle Rugby Foundation to the highest standard.
- To contribute to the Newcastle Rugby Foundation's overarching purpose and impact measurements (boost wellbeing, grow skills, raise involvement, build belonging).

**Key responsibilities as part of this role include:**

- Lead on planning and delivering coaching sessions to a diverse range of participants.
- Deliver dynamic, challenging lessons and coaching sessions to inspire potential new players.
- Support new players follow participation pathways within the sport.
- Deliver a variety of rugby themed programmes to schools, colleges, community groups and community rugby clubs.
- Develop and deliver rugby sessions through our Falcons Community programmes such as Project Rugby, School and Club Connections and Tackling Insights.
- Deliver wellbeing themed sessions as part of our Falcons Fit programme.
- Deliver family based sessions as part of our parents on the ball programme.
- Develop relationships with community rugby clubs to support the transition of new players from our engagement sessions to their clubs.
- Promote and deliver community coaching camps during school holidays across the region.
- Support the delivery of a CPD programme for coaches, teachers, and volunteers.
- Provide content for our media officer to showcase the positive work and outcomes achieved.
- Promote & deliver Falcons Community School Connections programme.
- Promote Newcastle Rugby within the community.
- Develop partnerships with key organisations and stakeholders to promote and enhance the work of Falcons Community.
- Assist the operations and delivery manager in preparing and submitting reports.
- Ensure all monitoring and evaluation administrative tasks are completed promptly via Upshot.
- In addition to the duties which this job normally entails the employee may from time to time be required to undertake reasonable additional or other duties for the benefit of the Newcastle Rugby Foundation.



### **Key performance indicators:**

- Number of participants engaged in a rugby offer within the criteria set out by programme managers.
- Number of players engaged and transitioned to rugby clubs through a rugby offer promoting school to club links and transition events.
- Number of participants accessing Falcons Community coaching camps.
- Quality of programme delivery and management
- Contribution to the NRF overarching impact measurement results via Upshot monitoring & evaluation system

### **Essential requirements:**

- Ability to gain Enhanced DBS clearance (RFU).
- England Rugby Coaching Award (RFU Level 2) or working towards
- Current UK Driving License & access to a car.
- An understanding of and commitment to equality, diversity, inclusion and safeguarding.
- Experience of delivering rugby or sport/physical activity to participants from a wide variety of backgrounds, ages and ability levels.
- Live the Newcastle Rugby Foundation Rugby+ values
  - POSITIVE ENERGY
  - LET'S MAKE CONNECTIONS
  - UP FOR A CHALLENGE
  - SUPPORTIVE AND CARING

### **Desirable**

- Knowledge of local and national rugby and well-being initiatives.
- Experience in community development work in a sport or physical activity setting.
- Knowledge or experience of working in schools and/or the education and social inclusion setting
- Refereeing qualification / other industry qualifications.
- Current 1<sup>st</sup> aid qualification.

### **People dimensions:**

- Excellent communication skills.
- Inspirational role model to our programme participants.
- Self-motivated, enthusiastic and honest personal attributes.
- Excellent organisation skills with an ability to manage your own workload.
- Ability to create relationships and promote the services of the Falcons Community.
- Ability to work to a flexible schedule including evenings and weekends.
- Ability to make decisions and use own initiative.
- Comfortable in a team environment and motivated to work independently



### **Safeguarding**

- Falcons Community takes safeguarding very seriously and is committed to ensuring that all children and adults at risk are safeguarded at all times when engaging in club activities or services. The Foundation has a safeguarding policy and operates best practice guidelines to support this and expects all employees to adopt such policy and procedure at all times.
- The organisations adhere to strict guidelines, policies and procedures when recruiting staff who work with children and/or adults at risk and is committed to ensuring staff receive appropriate safeguarding training suitable to their role/s. Successful applicants are expected to share the club's approach to safeguarding at all times.

### **Equal Opportunities**

- The post holder's duties must be carried out in compliance with the Club's Equal Opportunities Policy, with the Health and Safety at Work Act 1974 and subsequent Health and Safety Legislation.
- Newcastle Rugby Foundation is an equal opportunities employer, all applicants for employment will be given equal opportunities irrespective of sex, age, race, religion or belief, marriage or civil partnership, disability, sexual orientation, gender reassignment, pregnancy or maternity, ethnic or national origin.
- These duties and responsibilities should be regarded as neither exclusive nor exhaustive and the post holder may be required to undertake other reasonably determined duties and responsibilities within Newcastle Falcons, commensurate with the post without changing the character of the post. This post requires an enhanced Disclosure & Barring Service (DBS). This post is exempt from the Rehabilitation of Offenders Act (1974). Information on all convictions including spent convictions must be declared, in line with the new Government Filtering System. If you wish to see our Candidate Privacy Notice [click here](#).
- Employment is subject to satisfactory professional references, the provision of proof of eligibility to work in the UK as well as a successfully cleared enhanced Disclosure & Barring Service (DBS) check and clearance of RFU safer recruitment procedure.

***For an application form or more information please email [darren.greco@newcastle-falcons.co.uk](mailto:darren.greco@newcastle-falcons.co.uk)***

***We will accept no applications after 12noon on Thursday 8<sup>th</sup> February 2024.***

***Interviews will take place week commencing 19<sup>th</sup> February 2024.***